

## HOW ARE WINNERS CHOSEN?

Members of the Delaware Food Safety Council will choose the winners. The members recognize and value that excellence will be shown in different ways.

Nomination forms are available by contacting:

Office of Food Protection  
417 Federal St.  
Dover, DE 19901  
(302) 744-4546



DELAWARE HEALTH AND  
SOCIAL SERVICES  
Division of Public Health  
Office of Food Protection

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## GOVERNOR'S AWARD FOR EXCELLENCE IN RETAIL FOOD SAFETY

*Sponsored by  
The Delaware Food Safety  
Council*

RECOGNIZING  
EXCELLENCE AMONG  
DELAWARE'S RETAIL  
FOOD ESTABLISHMENTS

## GOVERNOR'S AWARD FOR EXCELLENCE IN RETAIL FOOD SAFETY

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The Delaware Food Safety Council announces a recognition program for permitted food establishments in Delaware.

The Governor's Award for Excellence in Retail Food Safety recognizes excellence among Delaware's Retail Food Establishments. The goals of this program are to recognize food establishments for conscientious and committed effort on an ongoing basis to reduce the risk factors that may cause foodborne illness and provide a safe product to consumers.

A Person-in-Charge may be nominated for demonstrating excellence based on the duties outlined in [2-103.11 of the State of Delaware Food Code](#).

### NOMINATION CATEGORIES

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Persons-in-Charge from each county will be honored with awards in the following food establishment categories:

1. INSTITUTIONS
2. RESTAURANTS
3. RETAIL FOOD STORES

## WHAT WILL I RECEIVE FOR PARTICIPATING?

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Award winners will receive a plaque that will be presented during the annual Retail Food Safety Conference.

If your nominee is a finalist for an award, a member of the Delaware Food Safety Council may contact you for further information.

## WHAT ARE THE AWARD CRITERIA?

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1. Development and implementation of Standard Operating Procedures (SOPs) that address the [5 CDC Risk Factors](#).
2. Providing all employees with specific training to implement the SOPs.
3. Providing the necessary resources, equipment, and supplies to implement the SOPs.
4. Assessment of the SOPs to ensure control over all risk factors, critical limits and measurable standards.
5. Establishment of monitoring procedures that focuses on critical processes and practices.

## WHAT ARE THE 5 AREAS OF EXCELLENCE?

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Demonstration of active managerial control of:

1. Unsafe Source
2. Inadequate Cook
3. Improper Hold
4. Contaminated Equipment
5. Poor Personal Hygiene

## HOW DO I APPLY FOR THIS AWARD?

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Please complete and return the nomination form on or before **November 1**. Completed forms should be faxed to the Delaware Food Safety Council at **302-739-3839** or mailed to the following address:

Delaware Food Safety Council  
417 Federal St.  
Dover, DE 19901





## Governor's Award for Excellence in Retail Food Safety

### NOMINATION FORM (Person-in-Charge Only)

Please type or print clearly

**Nominee Name:**

\_\_\_\_\_

Provide the name of the **Food Establishment:**

\_\_\_\_\_

Nominee's Work Address:

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

County: \_\_\_\_\_ Zip: \_\_\_\_\_

Nominee's Work Number: \_\_\_\_\_

Your name: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Relationship to nominee: \_\_\_\_\_

Provide the name and daytime phone number of up to 2 other people who would be able to comment on the nominee's professional excellence:

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Telephone: \_\_\_\_\_

If your nominee is a finalist for an award, a member of the Delaware Food Safety Council may call you for further information. The council will also obtain information on the nominee from the Office of Food Protection.

**Use separate sheets of paper** to give specific examples of your nominee's excellence in the following 5 areas: **Unsafe Source, Inadequate Cook, Improper Hold, Contaminated Equipment, and Poor Personal Hygiene.**

**Turn page over for 5 example areas**

**Use separate sheets of paper to describe these areas of excellence**

1. Describe how the nominee demonstrates excellence in applying the knowledge of **FOODS FROM UNSAFE SOURCE** risk factor. Please give specific examples of how your nominee demonstrates active managerial control for:
  - Receiving/Condition
  - Records
2. Describe how the nominee demonstrates excellence in applying the knowledge of **INADEQUATE COOK** risk factor. Please give specific examples of how your nominee demonstrates active managerial control for:
  - Proper Cooking Temperatures of Potentially Hazardous Food
  - Rapid Reheating for Hot Holding
3. Describe how the nominee demonstrates excellence in applying the knowledge of **IMPROPER HOLD** risk factor. Please give specific examples of how your nominee demonstrates active managerial control for:
  - Proper Cooling Procedures
  - Cold Holding of foods
  - Hot Holding of foods
  - Time as a Public Health Control
4. Describe how the nominee demonstrates excellence in applying the knowledge of **CONTAMINATED EQUIPMENT** risk factor. Please give specific examples of how your nominee demonstrates active managerial control for:
  - Separation/Segregation/Protection of foods
  - Food Contact Surfaces
5. Describe how the nominee demonstrates excellence in applying the knowledge of **POOR PERSONAL HYGIENE** risk factor. Please give specific examples of how your nominee demonstrates active managerial control for:
  - Proper, adequate handwashing
  - Good hygienic practices
  - Prevention of contamination from hands
  - Handwashing facilities